

CLAY COUNTY BOARD OF COMMISSIONERS

Tuesday, May 19, 2015

8:30 a.m.

County Board Room – 3<sup>rd</sup> Floor – Courthouse

MINUTES

The Clay County Board of Commissioners met in regular session with all Commissioners present: Campbell, Gross, Ingersoll, Mongeau, and Weyland. County Administrator Brian C. Berg and Senior Administrative Assistant Vicki Reek were also present.

APPROVAL OF AGENDA

On motion by Campbell, seconded by Gross, and unanimously carried, the agenda was approved as presented.

APPROVAL OF NURSE-FAMILY PARTNERSHIP MEMORANDUM OF UNDERSTANDING  
WITH WILKIN COUNTY PUBLIC HEALTH FOR NFP SERVICES  
TO CLIENTS IN WILKIN COUNTY

By consent agenda, the Board authorized execution of a Memorandum of Understanding with Wilkin County Public Health for Nurse Family Partnership activities for clients in Wilkin County, with revenue received directed to Clay County Public Health.

APPROVAL OF MEMORANDUM OF UNDERSTANDING WITH POLK-MAHNOMEN-NORMAN  
COMMUNITY HEALTH BOARD FOR PROFESSIONAL REFLECTIVE SUPERVISION AND DATA  
ENTRY SUPPORT SERVICES

By consent agenda, the Board authorized execution of a Memorandum of Understanding with Polk-Mahnomen-Norman Community Health Board for Professional Reflective supervision and data support services, whereby Clay County Public Health will be reimbursed for staff time and mileage.

APPROVAL OF AN AGREEMENT WITH ELIZABETH HATLING TO DEVELOP A PLAN FOR  
CULINARY TRAINING AND CONSULTATION FOR DEVELOPMENT OF A HEALTH  
RESTAURANT INITIATIVE

By consent agenda, the Board approved an agreement with Elizabeth Hatling to develop a plan for culinary training and consultation for development of a Health Restaurant Initiative. All costs are covered by grant funds.

APPROVAL OF FACILITIES USE AGREEMENT FOR PARTNERSHIP 4 HEALTH STAFF TO  
HOST A COMMUNITY WORKSHOP FOR A MOTIVATIONAL INTERVIEWING WORKSHOP

By consent agenda, the Board approved a Facilities Use agreement with Concordia College for Partnership 4 Health staff to host a community workshop for Motivational Interviewing.

APPROVAL OF AGREEMENT WITH A COMMUNITY PARTNER (COMPASSION HOUSE) TO  
USE STATEWIDE HEALTH IMPROVEMENT PROJECT GRANT DOLLARS FOR APPROVED  
ACTIVITIES

By consent agenda, the Board approved an agreement with Compassion House to use Statewide Health Improvement Project (SHIP) grant dollars for approved activities.

APPROVAL OF LEASE AGREEMENT BETWEEN THE STATE OF MINNESOTA AND CLAY  
COUNTY REGARDING HOUSING TWO BUREAU OF CRIMINAL APPREHENSION AGENTS IN  
THE LAW ENFORCEMENT CENTER

By consent agenda, the Board approved a lease agreement to house two Bureau of Criminal Apprehension agents in the Law Enforcement Center, for a two year period commencing September 30, 2015. As in previous lease agreements, no rent will be charged.

APPROVAL OF CITY OF MOORHEAD ABATEMENT REQUESTS (MID VALLEY PROPERTIES)

By consent agenda, a City of Moorhead abatement request for Mid Valley Properties, LLC, was approved for payable 2014 and 2015 (parcel #58.504.0060, approximate tax reduction of \$2,762 and \$2,406 respectively, due to clerical error).

AUTHORIZE EXECUTION OF NATIONAL SCHOOL LUNCHEON PROGRAM DOCUMENTS FOR  
WEST CENTRAL REGIONAL JUVENILE CENTER

By consent agenda, the Board authorized West Central Regional Juvenile Detention Center Director Stephen Larson to execute the National School Luncheon Program documents (under the umbrella of the food service contract with A'viands).

CITIZENS TO BE HEARD

There were no citizens present who wished to address the Board.

APPROVE PAYMENT OF BILLS AND VOUCHERS

On motion by Ingersoll, seconded by Campbell, and unanimously carried, the bills and vouchers were approved for payment.

REVIEW FM METROPOLITAN COUNCIL OF GOVERNMENTS ARTICLES OF ASSOCIATION  
AND FISCAL AGREEMENT

Mr. William Christian, Executive Director of the FM Metropolitan Council of Governments (COG), explained that COG is updating all their policies, articles of association, fiscal agreements, etc. Appropriate definitions have been incorporated for greater clarification. Once the draft documents have been presented to and reviewed by all participating entities, a final copy will be presented for execution.

DISCUSSION RE: APPLICATION FOR MINNESOTA HOUSING FINANCE AGENCY GRANT BY  
SCHUETT DEVELOPMENT LLC TO ACQUIRE AND SUBSTANTIALLY REHABILITATE THE  
PARK VIEW TERRACE RESIDENTIAL COMMUNITY

Brandon Eisenbeis, Park View Terrace Site Manager for Schuett Companies, Inc., was present to request a Letter of Confirmation from Clay County for an application to Minnesota Housing Finance Agency for funding to rehabilitate the 121 unit Park View



Terrace site at 100 3<sup>rd</sup> Street North, Moorhead. The funds would be used for remodeling of each unit, new windows, heating system, parking lot, etc., and would allow the building to remain a Project Based Section 8 housing site.

The building provides Project Based Section 8 housing and would include seven units reserved for single persons who meet the definition of Long Term Homeless and who are either 62+ or meet the definition of a person with a disability. The County's Letter of Confirmation would confirm that: Clay County has a need for affordable housing; many individuals with housing vouchers are unable to find affordable housing; having seven units identified for long term homeless will assist in obtaining housing for those who otherwise would not have the opportunity on the private market; Schuett Companies will continue to provide the same services to those already served; and coupling housing with support services increases chances of maintaining housing, preventing future homelessness, improves health outcomes and decreases use of public funds, etc.

Ms. Colleen Murray, Lakes & Prairies Community Action Partnership, Inc., confirmed that Lakes & Prairies will continue to provide supportive services for the building.

On motion by Ingersoll, seconded by Mongeau, and unanimously carried, the Board authorized the Social Services Director to execute the Letter of Confirmation on behalf of Clay County for Park View Terrace grant application to Minnesota Housing Finance Agency.

#### APPROVAL OF HIGHWAY DEPARTMENT YEARLY SUPPLY BIDS

On motion by Mongeau, seconded by Campbell, and unanimously carried, the Board awarded the bids for the Highway Department's needs for crushing and furnishing gravel as follows:

Turner Sand & Gravel: Townships 11-14, 16-19, 21-24 and 26-30

Aggregate Industries: Townships 10 & 15

Summit Sand & Gravel: Townships 1-9

H & S Contracting: Townships 20 & 25

On motion by Campbell, seconded by Ingersoll, and unanimously carried, the bids were awarded to all bidders for Corrugated Metal Culverts (TrueNorth Steel and Contech Engineered Solutions), Furnishing Bituminous Asphalt (Aggregate Industries, Border States Paving, Central Specialties, Inc., and Northern Improvement Co.), and Rental of Construction equipment (H & S Contracting, Inc., Ironhorse Crane Service, Key Contracting, Inc., Northern States Excavating, Inc., Randall's Excavating, Inc., Sellin Brothers, Inc., and Turner Sand & Gravel, Inc.).

#### UPDATE RE: 2015 REVENUE & EXPENSES

County Administrator Brian C. Berg and County-Auditor Lori J. Johnson provided the 2015 revenue and expenses, representing one-third of the year. Most areas are within expected budget.

#### CLOSED SESSION: CONSIDERATION OF MATTERS RELATING TO THE COUNTY'S POSSIBLE PURCHASE OF PROPERTY NORTH OF THE COURTHOUSE

On motion by Ingersoll, seconded by Mongeau, and unanimously carried, the meeting was closed to discuss matters relating to the County's possible purchase of properties north of the Courthouse (per Section 13D.05, Subdivision 3(c)).

On motion by Campbell, seconded by Ingersoll, and unanimously carried, the meeting was re-opened.

COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE

Commissioner Gross attended meetings of the Highway Tracking Committee, Moland Township, Drug Court, Highway Department Open House for 5-Year Construction Plan, an informational meeting regarding the State's project on Highway 10 through Glyndon, and the Glyndon City Council meeting

Commissioner Mongeau attended the Highway Department's Open House for the 5-year Construction Plan, and meetings of the FM Diversion Land Management Committee and Soil & Water Conservation District.

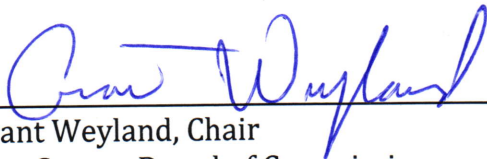
Commissioner Campbell attended the Highway Tracking Committee meeting and FM Diversion Outreach meeting.

Commissioner Weyland attended meetings of The Beyond the Yellow Ribbon and Land of the Dancing Sky Area Agency on Aging.

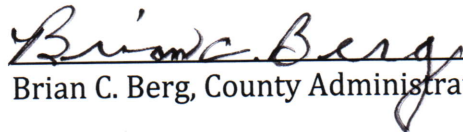
County Administrator Brian C. Berg attended meetings of the Highway Tracking Committee, 5-Year Highway Construction Plan Open House, Chamber of Commerce Public Affairs Committee, FM Diversion Land Management, FM Diversion, and addressed personnel issues, began work on the Bonding Request for Jail and Solid Waste funding, and attended the Peace Officers Memorial Service.

ADJOURN

The meeting adjourned.



Grant Weyland, Chair  
Clay County Board of Commissioners



Brian C. Berg, County Administrator